

**Subject:** LTBID 4th quarter payment  
**From:** Ellen Endo  
**Date:** 5/4/17, 9:59 AM  
**To:** Eugene Van Cise

Eugene,

I know that you are swamped these days, but can you check on the LTBID's 4th quarter payment?

I sent the following email on March 15, 2017 with our 4th quarterly report, newsletter, and invoice attached. I received an "out of office" response. I followed up with hard copies, which I dropped off at the City Clerk's office. When I didn't hear back, I sent an additional set of hard copies of the 4th quarterly report, newsletter, and invoice by Priority Mail with a tracking number. I received confirmation that it was delivered on April 5.

Much appreciated.

Ellen  
818-512-8791

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[Ellen Endo <ellenendo@yahoo.com>](mailto:ellenendo@yahoo.com) Mar 15 at 2:56 AM


To  
[Eugene Van Cise](#)

Eugene,

Attached are documents relative to the LTBID 2016 4th Quarter Report, Invoice, and Newsletter. I'm not sure how much is available from the collected 2016 assessments, so let me know if I have to revise the invoice to reflect a different amount.

I am also aware that I still owe you the 2017 LTBID Annual Report and assessments. My apologies for the delay

Ellen  
Little Tokyo BID  
(818) 512-8791

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- [Attachments-49/LTBID 4th Quarter Newsletter 12302016.pdf](#)
  - [Attachments-49/Invoice 4th Qtr-Little Tokyo BID 2016-031417.pdf](#)
  - [Attachments-49/LTBID 4th Quarterly Report 2016.docx](#)